



PURCHASE ORDER

PO Number:303-0-0525

Requisition Number:303-0-01231

Order Date: 2/4/2020

Released

MAIL INVOICE TO AGENCY BELOW

TEXAS FACILITIES COMMISSION
FISCAL MANAGEMENT / ACCOUNTS PAYABLE
P.O. BOX 13047 Austin, Texas 78711-3047
OR
email to: accountspayable@tfc.state.tx.us

Delivery Location

Central Services Bldg
1711 San Jacinto Blvd.
Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

15415998820
DLT SOLUTIONS LLC
2411 Dulles Corner Park
SUITE 800
HERNDON, VA 20171
Pejmahn Keshavarz
Phone:703-773-8973, Fax:866-708-7064
pejmahn.keshavarz@dlit.com

Autocad Basic Training

Description

TFC Contact:
Craig Wingfield, (512) 463-6299

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Autocad Basic Training for Julie Mech						
NIGP Class: 924						
NIGP Item: 60	1	1	\$975.00	3/9/2020	3/13/2020	\$975.00
Object Class: 243						
Reimbursement Type: Not Reimbursable						
Notes: Julie Mech will take an Autocad training class at full price						
Autocad Basic Training for LouisAnn Rippey	1	1	\$487.50	3/9/2020	3/13/2020	\$487.50
NIGP Class: 924						

NIGP Item: 60
Object Class: 243
Reimbursement Type: Not Reimbursable
Notes: LouisAnn Rippey will take an Autocad training class at 1/2 price.

Grand Total \$1,462.50

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

Agency	TFC
Fiscal Year	2020
Division	Facilities Design and Construction
Program	Facilities Design and Construction
Phone	5124636299
Org Code	0805 - Planning & Space Management
Type of Purchase/PCC Code	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
Work Order Number	n/a

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____
 Sastry, Archana - CTCM, CTPM, 5124632743

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)